

MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
SEPTEMBER 28, 2017, 6:30P.M., AT MOUNTAIN PARK RECREATION CENTER, LAKE OSWEGO, OREGON 97035.

PRESENT: Mitchell Neriah, Chairman
Ann Condon, Director
Gille Wilbanks, Secretary

ABSENT: Ken Sutton, Treasurer
Brian Sunker, Director

BY INVITATION: Joel McDonell, Community Manager
Community Management, Inc.

I. CALL TO ORDER

The meeting was called to order by Mitchell Neriah at 6:33 pm.

II. APPROVAL OR AMENDMENT OF AGENDA

AGREED: The agenda was approved as presented by unanimous consent.

III. APPROVAL OF AUGUST 24, 2017 MINUTES

AGREED: Mitchell Neriah moved to approve the August 24, 2017 meeting minutes as circulated. The motion was seconded and carried without objection.

IV. NEW BUSINESS

A. 2018 Budget Draft

The Board discussed the 2018 draft budget.

AGREED: Gille Wilbanks moved approval of the budget not to exceed a 3% increase pending approval by Ken Sutton. The motion was seconded and carried without objection.

B. 2018 Reserve Study

The Board discussed the 2018 draft reserve study.

TABLED: Discussion was tabled for the next meeting.

C. Gutter Cleaning

The Board discussed the winter gutter cleaning.

AGREED: Mitchell Neriah moved approval of Rudmar/Proclean for \$2,400. The motion was seconded and carried without objection.

D. Chimney Report

The Board discussed the report from Oregon Chimney after they performed the annual flue inspection.

AGREED: Mitchell Neriah moved approval of the bid from Oregon Chimney for replacement of 18 caps at \$650 per cap. The motion was seconded and carried without objection.

E. Unit 804 Architectural Request

The Board discussed the architectural request from unit 804.

AGREED: Gille Wilbanks moved approval of the architectural request from 804 to remodel their kitchen but stipulated that the valves in the affected area must be replaced. The motion was seconded and carried without objection.

V. OLD BUSINESS

A. Valve Replacement Project

The Board discussed the water valve replacement project and proposal from Portland Mechanical Contractors. CMI updated the Board on the current schedule which had not been set.

B. Envelope Study Bids

The Board discussed costs and solutions for an building envelope report.
TABLED: Discussion was tabled.

C. Speed Bumps Update

TABLED: CMI was asked to obtain bids for the pavement work of installing speed bumps by buildings 1 and 2.

D. Rental Amendment

The Board agreed to draft the resolution and ballot.
TABLED: CMI will ask the attorney for updated mailing materials.

E. Landscaping Renovation

The Board discussed adding boulders back into the landscaping renovation budget.
AGREED: Gille Wilbanks moved approval of adding the boulders back into the cost for the landscaping renovation below buildings 3-4 along with the \$2,050 proposal from City Wide Tree Service for tree removal in the area. The motion was seconded and carried without objection.

VI. ADJOURNMENT - There being no further business the meeting was adjourned at 8:19pm.